

**An Equal Opportunity/Affirmative Action Employer. Women, minorities, veterans, and people with disabilities are strongly encouraged to apply.**

**JOB INFORMATION**

**Agency Name:** Department Of Telecommunications And Energy

**Official Title:** Counsel II

**Functional Title:**

**Occupational Group:** Legal

**Position Type:** Non-Management  
Non-Civil Service

**Full-time/Part-time:** Full-Time

**Salary Range:** \$49,683.92 to \$71,794.32

**Bargaining Unit:** 06

**Shift:** Day

**Number of Vacancies:** 1

**Confidential:** No

**City/Town Location:** Boston

**Facility Location:** One South Station

**Region:** Boston

**Application Deadline:** 10/20/2004

**Posting ID:** 1918

**Duties:**

Serve as Hearing Officer on agency adjudications; Conduct local public hearings and conduct evidentiary hearing(s) as needed; Make written and oral rulings as necessary in the case; Ensure that the scope and standards of review exercised in the case are consistent with the agency's review of similar types of cases; Work with and coordinate the work of technical analyst(s) assigned to the case to ensure the development of a thorough record; Present recommendations, draft orders, and other memoranda to Commission; Prepare legal research and/or memoranda on agency jurisdiction, procedures, standards, as well as on applicable law and precedent; analyze the adequacy and appropriateness of the agency's rules and regulations, and draft changes in those regulations; Research and draft bills to change the agency's statutes, as necessary; Represent the Department in interventions before other state and federal administrative agencies; Keep up to date with relevant changes in case law, statutes, and on relevant legal and policy issues; Represent the Department in settlement negotiations of cases as needed.

**Qualifications:**

Minimum Entrance Requirements: Applicants must have at least (A) one year of full-time, or equivalent part-time, professional experience in the practice of law or in a position requiring membership in the Bar.

Special Requirements: Membership in the Massachusetts Bar.

Based on assignment, possession of a current and valid Massachusetts Class 3 Motor Vehicle Operator's License may be required.

**Preferred Qualifications:**

In addition to above, experience in public utility or environmental law is highly desirable; Computer literacy and excellent communications skills are essential.

**Comments:****How to apply:**

Please mail cover letter and resume to:

Timothy J. Shevlin, Jr., Executive Director  
Department of Telecommunications and Energy  
One South Station  
Boston, MA 02110  
ATTN: DTE 04-011

**Agency Web Address:** <http://www.mass.gov/dte/>

**Affirmative Action Officer:** Ms. Gail Soares, (617) 305-3692